



March 5, 2008

Dr. C. Timothy Summerlin  
President  
Schreiner University  
2100 Memorial Boulevard  
Kerrville, TX 78028

**Certified Mail**  
**Return Receipt Requested**  
**7002 0860 0000 2429 8408**

Dear Dr. Summerlin:

Recently, issues have been raised regarding Schreiner University's (Schreiner's) compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). Specifically, the Department received a complaint alleging that Schreiner did not properly disclose one incident of a forcible sex offense that occurred on or about January 22, 2005, in its 2005 crime statistics. The complaint also states that there are other deficiencies in Schreiner's crime statistics reporting as well as omission of required sexual assault policies.

Several exhibits were included with the complaint. These included:

- an incident report from the Kerrville, TX, Police Department where the incident was first reported,
- a newspaper article dated February 1, 2008, that appeared in the DailyTimes.com where Schreiner officials discuss the incident,
- a lawsuit concerning the incident with Schreiner listed as a defendant,
- excerpts of Schreiner's campus security policies, and
- a Schreiner website page that identifies the location where the incident occurred as one of Schreiner's residence halls.

The U.S. Department of Education (Department) is the agency charged with enforcing the Clery Act, and ensuring that students, faculty, staff, and families have information regarding campus crime and safety while on campus so that each may make informed decisions. Therefore, please consider this letter the Department's written request for an explanation of why the aforementioned incident was not included in Schreiner's crime statistics for the 2005 calendar year. Such incidents are required to be reported by 34 CFR § 668.46(c)(ii).

Federal Student Aid, School Participation Team - Dallas  
1999 Bryan Street, Suite 1410, Dallas, TX, 75201-6817  
[www.FederalStudentAid.ed.gov](http://www.FederalStudentAid.ed.gov)

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In addition, because our office is in the early stages of evaluating the claims raised in the complaint, please provide the information requested below. This will assist the Department to review the issue raised by the complaint.

This phase of our review will initially cover Schreiner's administration of the Clery Act's provisions during calendar years 2005 and 2006. However, we reserve the right to request production of records and information pertaining to other calendar years as well. Schreiner must make every effort to provide the Department access to all requested records and information sources in a timely manner. Our initial document request includes the following:

1. Copies of the two most recent Campus Security Reports prepared by the Institution for purposes of complying with the Clery Act.
2. A copy of the two most recent catalogs and student handbooks for the Institution;
3. A copy of the organizational chart for the Institution and for all schools, divisions, and locations;
4. A complete set of all applications, brochures, disclosures, forms, and other publications normally distributed to 1) prospective students; 2) prospective employees; 3) first-time students; and, 4) new hires of the Institution and all Colleges, Schools, etc.

Please submit your response within 30 days of receipt of this letter to:

Jesus Moya  
Senior Institutional Review Specialist  
U.S. Department of Education  
1999 Bryan St., Suite 1410  
Dallas, TX 75201-6817

The regulatory authorities for our review and this information request are as follows:

34 C.F.R. §668.24(d)(2) "An institution shall make its records readily available for review by the Secretary or the Secretary's authorized representative at an institutional location designated by the Secretary or the Secretary's authorized representatives."

34 C.F.R. §668.24(f)(1) "An institution that participates in any Title IV, HEA program and the institution's third party servicer, if any, shall cooperate with an independent auditor, the Secretary, the Department of Education's Inspector General, the Comptroller General of the United States, or their authorized representatives, a guaranty agency in whose program the institution participates, and the institution's accrediting agency, in the conduct of audits, investigations, program reviews, or other reviews authorized by law."

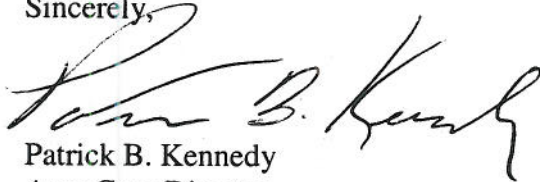
34 C.F.R. §668.24 (f)(2) “The institution and servicer must cooperate by - (ii) Providing reasonable access to personnel associated with the institution’s or servicers administration of the Title IV, HEA programs for the purpose of obtaining relevant information.”

Schreiner’s response regarding these issues will be evaluated before our office arrives at any Final Determinations. After your response is received and thoroughly reviewed, this office will advise Schreiner of our findings. If we find Schreiner not to be in violation and no other violations of applicable statutes and/or regulations are identified, we will advise the parties of our conclusions in writing and the matter will be closed.

If violations are noted, we will advise Schreiner of the exceptions, the required corrective actions, and other appropriate measures that may be needed to bring Schreiner into compliance with federal statutes and regulations.

If you have any questions, please contact Jesus Moya of my staff via e-mail at [jesus.moya@ed.gov](mailto:jesus.moya@ed.gov), or by phone at (214) 661-9472. Thank you for your cooperation.

Sincerely,

A handwritten signature in black ink, appearing to read "Patrick B. Kennedy". The signature is fluid and cursive, with a large initial "P" and "K".

Patrick B. Kennedy

Area Case Director

School Participation Team - Dallas